

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.:** XXX **ISSUE:** Standard
2. **DRD NO.:** **STD/CM-DAR**
3. **DATA TYPE:** 1
4. **DATE REVISED:**
5. **PAGE:** 1/1
6. **TITLE:** Deviation/Waiver Approval Request
7. **DESCRIPTION/USE:** Deviation: A specific written authorization granted before the fact to depart from a particular Government-controlled requirement for a limited application. Waiver: A specific written authorization accepting a departure after occurrence from a Government-controlled requirement for a limited application.
8. **OPR:** ED03 9. **DM:**
10. **DISTRIBUTION:** Per Contracting Officer's letter
11. **INITIAL SUBMISSION:** As required
12. **SUBMISSION FREQUENCY:** As required
13. **REMARKS:**
14. **INTERRELATIONSHIP:**
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** The Deviation/Waiver Approval Request (DAR) requests approval to depart from a Government-controlled requirement.
- 15.2 **APPLICABLE DOCUMENTS:**
MSFC-STD-3394 *Standard for Contractor Configuration Management, MSFC Programs/Projects*
- 15.3 **CONTENTS:** DARs shall be prepared as specified in MSFC-STD-3394. The Program Control Number (PCN), as assigned by MSFC, and the DAR number assigned by the contractor shall be shown on all forms.
- 15.4 **FORMAT:** MSFC Form 847, "Deviation/Waiver Approval Request (DAR)" or equivalent, shall be used to document deviations/waivers.
- 15.5 **MAINTENANCE:** All requested changes to a DAR require submittal of a DAR revision.
- 15.6 **APPROVAL OF DEVIATIONS/WAIVERS:** Receipt of contractual approval from the procuring activity shall constitute the sole authority for the contractor to effect a DAR. This approval will be noted by disposition notation and the authorizing signature on the MSFC Form 847, or equivalent.

Sample Statement of Work words*:

“Contractor desired deviations and waivers to Government controlled documentation shall be generated and processed in accordance with DRD STD/CM-DAR.”

*****Sample complete CM SOW section available from CDRM.*****

NOTE:
These instructions on DRD applicability are not a part of the DRD and should not be included in a DPD.